

TRANSPORT AND STORAGE MANUAL FOR PRODUCTS OF MARMITE SP. Z O.O.

1. This manual was drawn by MARMITE spółka z ograniczoną odpowiedzialnością with its registered office in Zakrzewo, ul. Przemysłowa 4, 62-070 Dopiewo, entered into the register of entrepreneurs of the National Court Register kept by the District Court Poznań - Nowe Miasto i Wilda in Poznań, VIII Economic Department of the National Court Register, under KRS number 0000581685 (hereinafter referred to as "**Marmite**"), which is a manufacturer of washbasins, shower trays and bathtubs, made of mineral composite (hereinafter collectively referred to as "**Products**" or individually as "**Product**").
2. Due to the specific nature of the raw material from which the Products are manufactured, as well as the special designs and dimensions of the Products, **the following rules shall be strictly observed when storing the Products:**
 - a) Products shall only be stored in the original packaging provided by Marmite.
 - b) Products shall only be stored (both on pallets and in unit packages) on a dry, smooth and even floor. The floor surface shall not be slippery. It is prohibited to store the Products on unstable, uneven, wet, waterlogged or slippery ground. Products in unit packages shall not be placed directly on the floor but on stable pads that insulate the unit package of the Product from the floor. The possibility of stresses caused by uneven flooring shall be excluded.
 - c) Products shall be stored in accordance with the storage markings (pictograms) on the Product packaging.
 - d) Products on pallets must be stored upright (with a right angle between the pallet and the Products' packaging) unless otherwise indicated on the Products' packaging.
 - e) Products in unit packages shall be stored in tightly sealed original packaging with all the protections inside each package, i.e. foil / interlining / paper, angles, nomapacks (depending on the type of product), whereby:
 - bathtubs - horizontally, on the underside of the package;
 - washbasin - vertically;
 - shower trays - horizontally, on the underside of the package;unless otherwise indicated on the packaging of the Products.
 - f) Rules for storing the Products on top of each other (stacking):
 - bathtubs - prohibited, except for a set of 3 bathtubs originally packaged at the Marmite factory;
 - washbasins - prohibited;
 - shower trays - prohibited;unless otherwise indicated on the packaging of the Products.
 - g) Products shall only be stored in covered areas that eliminate any possibility of the Products' packaging becoming wet or damp.
 - h) Products shall be stored at a temperature of not less than 0 degrees Celsius and not more than 75 degrees Celsius, whereby the Products shall be moved to the place of installation and left for a minimum of 12 hours before they are installed, in order for the Products to reach the temperature closest to the temperature prevailing at the place of installation.
 - i) Store Products away from heat sources.
 - j) Rules for unpacking Products from a pallet:
 - bathtubs - unpacking the Product from a set of 3 bathtubs originally packed at the Marmite factory requires prior removal of the stretch foil and any bands securing the removable packaging; removal of the packaging with the bathtub located on a pallet is carried out using a forklift truck with forks spaced as far apart as possible (the forks on the extreme edges of the pallet on which the packaging with the bathtub is placed); removal of the packaging with the bathtub from the pallet always requires at least 2 persons wearing personal protective equipment;
 - washbasins - cut the bands and gradually remove the stretch films, pulling the washbasins off the pallet layer by layer; for large sizes, unpacking in minimum 2 persons wearing personal protective equipment is required;
 - shower trays - always requires minimum 2 persons wearing personal protective equipment; first remove the stretch film wrapped around the pallet, then remove each tray from the pallet one at a time in minimum 2 persons, firstly cutting the protection (including safety bands) only of the removed shower tray; cutting and removing the protection of all shower trays at the same time is prohibited.
 - k) Rules for unpacking the Product from its packaging: horizontally, on a solid surface, whereas:
 - bathtubs - place the packaging with the bathtub on a level and hardened surface, horizontally, with the underside of the packaging on the ground; cut the bands, pull off the lid of the carton and put it aside, then lift the wooden frame (if any is included in the packaging) together with the sides of the carton and put it

- aside; finally, remove any additional protection from the Product; then pull the bathtub out of the rest of the packaging in minimum 2 persons wearing personal protective equipment;
- washbasins - place the packaging with the basin on a level and hardened surface, horizontally, with the underside of the packaging on the ground; cut the bands, open the carton, the basin will be placed with the funnel up, carefully pull the Product out of the packaging and then remove the remaining protection of the Product;
 - shower trays - place the packaging with the shower tray gently on a level and hardened surface, horizontally, with the underside of the packaging on the ground; cut the bands, pull off the lid of the carton and put it aside, finally remove any additional protection of the Product; then pull the shower tray out of the carton in minimum 2 persons wearing personal protective equipment.
- l) Throwing Products or Product packaging is prohibited, bumping Products or Product packaging against hard surface is prohibited, walking on Products or Product packaging is prohibited.

Failure to comply with the above may result in damage to the Products, including deformation, cracking or scratching of the Products, for which Marmite shall not be liable.

3. Due to the specific nature of the raw material from which the Products are manufactured, as well as special designs and dimensions of the Products, **the following rules shall be strictly observed when transporting the Products:**
- a) Products shall only be transported in the original packaging provided by Marmite.
 - b) Products shall be transported in accordance with the transport markings (pictograms) on the Product packaging.
 - c) Products on pallets may only be transported as they were packed on pallets originally at the Marmite plant and with all the protections applied by Marmite when packing at the Marmite plant.
 - d) Products in unit packages shall be transported horizontally, with the underside of the packaging on a flat and stable surface, in one layer only (it is prohibited to transport Products in unit packages in multiple layers on top of each other).
 - e) Rules for stacking the Products vertically (on top of each other) during transport: prohibited.
 - f) The Products shall only be transported in closed vehicles which exclude any possibility of the packaging of the Products becoming wet or damp during transport.
 - g) The floor of the vehicle must be even and non-slip; stresses caused by unevenness of the vehicle floor shall be excluded.
 - h) Products shall be transported at a temperature of not less than 0 degrees Celsius and not more than 75 degrees Celsius, whereby the Products shall be moved to the place of installation and left for a minimum of 12 hours before they are installed, in order for the Products to reach the temperature closest to the temperature prevailing at the place of installation.
 - i) Securing of Products with straps: yes.
 - j) Rules for loading and unloading the Products on pallets: load distributed symmetrically on forks with the forks as far apart as possible (forks at the extreme edges of the pallet on which the packaging is placed), unless otherwise indicated on the Product packaging.
 - k) Rules applicable to the loading and unloading of Product in unit packages: manual loading and unloading; in the case of packaging with bathtubs and shower trays, as well as large sized washbasins, loading and unloading in at least 2 persons wearing personal protective equipment, unless otherwise indicated on the Product packaging.
 - l) Throwing Products or Product packaging is prohibited, bumping Products or Product packaging against hard surface is prohibited, walking on Products or Product packaging is prohibited. Products and Product packaging shall be handled with care during transport, including loading and unloading.

Failure to comply with the above may result in damage to the Products, including deformation, cracking or scratching of the Products, for which Marmite shall not be liable.